

1. PRESIDENT BRIAN S. MCCARTHY CALLS ASSEMBLY TO ORDER
2. PRAYER OFFERED BY CITY CLERK PATRICIA PIECUCH
3. PLEDGE TO THE FLAG LED BY ALDERMAN MICHAEL B. O'BRIEN, SR.
4. ROLL CALL
5. REMARKS BY THE MAYOR
6. RESPONSE TO REMARKS OF THE MAYOR
7. RECOGNITIONS
8. READING OF MINUTES OF PREVIOUS MEETING

Board of Aldermen..... 04/12/16  
Human Affairs Committee Public Hearing..... 04/11/16

9. COMMUNICATIONS

From: Larry D. Goodhue, Chief Executive Officer, Pennichuck Corporation  
Re: Annual Meeting of Sole Shareholder

- Pennichuck Water Special Cmte Recommends: Election of C. George Bower, Jay N. Lustig, John D. McGrath & Preston J. Stanley, Jr., to the Board of Directors

From: Mayor Jim Donchess  
Re: Contract Award for Auditing Services – FY2017 (Value: \$116,500)

PERIOD FOR PUBLIC COMMENT RELATIVE TO ITEMS EXPECTED TO BE ACTED  
UPON THIS EVENING

10. PETITIONS
11. NOMINATIONS, APPOINTMENTS AND ELECTIONS

Appointments by the Mayor

12. REPORTS OF COMMITTEE

Human Affairs Committee..... 04/11/16  
Pennichuck Water Special Committee..... 04/19/16  
Substandard Living Conditions Committee..... 04/14/16

13. WRITTEN REPORTS FROM LIAISONS
14. CONFIRMATION OF MAYOR'S APPOINTMENTS

## UNFINISHED BUSINESS – RESOLUTIONS

### **R-16-015**

Endorsers: Mayor Jim Donchess  
Alderman Ken Siegel  
Alderman-at-Large Brian S. McCarthy  
Alderman-at-Large Lori Wilshire  
Alderman Richard A. Dowd  
Alderman June M. Caron  
Alderman-at-Large Michael B. O'Brien, Sr.

**ESTABLISHING AN EXPENDABLE TRUST FUND FOR STATE EMPLOYER PENSION COSTS AND APPROPRIATING \$2,230,000 FROM FUND BALANCE ASSIGNED FOR THIS PURPOSE INTO THE EXPENDABLE TRUST FUND**

- Budget Review Committee Recommends: Final Passage
- Tabled 4/12/16

### **R-16-022**

Endorsers: Alderman June M. Caron  
Alderman Don LeBrun  
Alderman Richard A. Dowd  
Alderman-at-Large Michael B. O'Brien, Sr.

**AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") AND HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FOR FISCAL YEAR 2017**

- Human Affairs Committee Recommends: Final Passage as Amended

### **R-16-023**

Endorsers: Mayor Jim Donchess  
Alderman-at-Large Lori Wilshire  
Alderman Ken Siegel  
Alderman June M. Caron  
Alderman-at-Large Michael B. O'Brien, Sr.

**RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF \$28,600 FROM THE NEW HAMPSHIRE HIGHWAY SAFETY AGENCY INTO POLICE GRANT ACTIVITY "FY16 SUSTAINED TRAFFIC ENFORCEMENT PROGRAM (STEP)"**

- Human Affairs Committee Recommends: Final Passage

## ANTICIPATED RECOMMENDATION FROM BUDGET REVIEW COMMITTEE MTG OF 4/25/16

### **R-16-026**

Endorsers: Alderwoman Mary Ann Melizzi-Golja  
Alderman-at-Large Lori Wilshire  
Alderman Benjamin M. Clemons  
Alderman Richard A. Dowd  
Alderman-at-Large Daniel T. Moriarty

**APPROVING THE COST ITEMS OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE MAYOR AND THE BOARD OF FIRE COMMISSIONERS AND LOCAL #789, INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS FROM JULY 1, 2015, THROUGH JUNE 30, 2019, AND RELATED TRANSFER FROM CONTINGENCY**

**R-16-028**

Endorsers: Mayor Jim Donchess  
Alderman-at-Large Lori Wilshire  
Alderman-at-Large Mark S. Cookson  
Alderman Richard A. Dowd  
Alderman June M. Caron  
Alderman Ken Siegel  
Alderman Mary Ann Melizzi-Golja  
Alderman-at-Large Brian S. McCarthy

**AUTHORIZING THE MAYOR AND THE CITY TREASURER TO ISSUE BONDS NOT TO EXCEED THE AMOUNT OF THIRTY MILLION DOLLARS (\$30,000,000) TO REFUND ALL OR A PORTION OF CERTAIN OUTSTANDING BONDS OF THE CITY IN ORDER TO ACHIEVE INTEREST COST AND OTHER SAVINGS**

**UNFINISHED BUSINESS – ORDINANCES**

**NEW BUSINESS – RESOLUTIONS**

**R-16-029**

Endorser: Mayor Jim Donchess  
**ESTABLISHING AN EXPENDABLE TRUST FUND FOR RIVERWALK WALKWAYS, BRIDGES AND RELATED IMPROVEMENTS AND APPROPRIATING AT LEAST \$500,000 INTO THE EXPENDABLE TRUST FUND**

**R-16-030**

Endorsers: Mayor Jim Donchess  
Alderman Richard A. Dowd  
**CREATING A SPECIAL REVENUE FUND FOR SCHOOL CAREER AND TECHNICAL EDUCATIONS (CTE) TUITION FEES**

**NEW BUSINESS – ORDINANCES**

**O-16-11**

Endorser: Alderman Don LeBrun  
**ADOPTING PROVISIONS FOR REDUCED TAXATION FOR CERTAIN CHARTERED PUBLIC SCHOOL FACILITIES**

**PERIOD FOR GENERAL PUBLIC COMMENT**

**REMARKS BY THE MEMBERS OF THE BOARD OF ALDERMEN**

Committee announcements:

**ADJOURNMENT**



## RESOLUTION

### AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") AND HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FOR FISCAL YEAR 2017

### *CITY OF NASHUA*

*In the Year Two Thousand Sixteen*

**RESOLVED** by the Board of Aldermen of the City of Nashua

*That* the Mayor be, and hereby is, authorized to file an application with the U.S. Department of Housing and Urban Development ("HUD") for the annual Community Development Block Grant ("CDBG") under the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and the HOME Investment Partnership Program under the provisions of Title II of the Cranston-Gonzales National Affordable Housing Act, and to execute all understandings, assurances and agreements as required therein;

*That* the following CDBG activities shall be carried out with an annual grant of \$611,629, estimated program income of \$40,000; and reprogrammed funds in the amount of \$72,184.83, as described herein, for a total of \$723,813.83. All activities are more fully described and shall be consistent with the proposals contained in the communications to the Human Affairs Committee dated February 2, 2016 and March 11, 2016:

#### Reprogrammed Funds:

FY11 Best Retail	\$12,421.00
FY15 Bridges Shelter	\$2,527.00
FY15 Children's Home flooring	\$292.60
FY15 Admin-CDBG	\$10,096.86
FY16 Children's Home roof	\$20,075.00
FY16 Contingency	\$10,343.37
FY11 Rail Trail	\$4,742.00
FY14 Rail Trail	\$4,187.00
FY14 Neighborhood Impact	\$7,500.00

**AMENDED  
RESOLUTION**

**R-16-022**

1. Public Services - \$91,744  
Support of human service programs principally benefiting lower-income persons of Nashua. Amount shall not exceed 15% of the entitlement award.
2. Nashua Children's Home - \$35,521  
Kitchen renovations, including commercial appliances at 125 Amherst Street.
3. Front Door Agency - \$15,000  
Roof replacement at transitional housing located at 65-69 ¾ Vine Street. Agency to contribute toward total estimated cost of \$22,500.
4. Girls Incorporated - \$54,360  
New playground and fencing at 27 Burke Street.
5. Nashua PAL - \$32,000  
Roof replacement and installation of interior roof access at 52 Ash Street.
6. Tolles Street Mission - \$16,500  
Improvements to food pantry portion of building as follows: construction of walls in intake area to enhance client privacy; construction of overhead storage for client files and office supplies; enclosing water heater; repair flooring; interior painting; redesign and reduce existing restroom.
7. City of Nashua; Labine Park – \$20,000  
Rehabilitation of the existing restroom including new roofing, plumbing/electrical upgrades and accessibility modifications, such as new doors, fixtures, partitions, walkways, walls and flooring.
8. City of Nashua; Nashua Heritage Rail Trail - \$95,000  
Funds will be used toward the cost of installing new, hard-wired lights along the entire length of the trail. Work will include purchase of new lights/hardware, trenching and electrical work. Total project cost is estimated to be \$300,000 - \$400,000.
9. City of Nashua; Vietnam Veteran's Memorial Park - \$22,500  
Funds shall be applied first to the rehabilitation of the basketball court, followed by rehabilitation of the walkway in the park as the budget permits.
10. Housing Improvement Program ("HIP") - \$92,940.23  
Financial and technical assistance to eligible, low-moderate income, owner-occupants in the form of deferred payment loans for essential repairs of 1-4 family residential properties. Minor rehabilitation including code and safety corrections, repairs, accessibility, etc. Funding reflects \$75,000 from the annual grant and \$15,000 subject to the receipt of program income.

**AMENDED  
RESOLUTION**

**R-16-022**

**11. CDBG Grant Administration - \$122,326.60**

General administration and planning costs of carrying out the CDBG and other related HUD projects by the Urban Programs Department, including but not limited to regulatory compliance monitoring, IDIS management, preparation of required grant reports, advertising, recording fees, etc. Amount shall not exceed 20% of the entitlement award plus actual program income received during the program year.

**12. Project Delivery - \$115,922**

Construction management related to physical CDBG projects and Housing Improvement Program, including but not limited to the direct cost of the Urban Programs Department staff to conduct environmental reviews, drafting scope of work, preparation of bid documents, bidding, construction management and Davis Bacon compliance.

**13. Office of Emergency Management; Disaster Resilience Planning - \$5,000\***

Development, and implementation to approximately six pilot non-profit agencies, of a standard assessment toolkit to assist non-profit entities conduct hazard & risk-assessments, Emergency Action Plans, business continuity procedures, policies for documenting disaster expenses for FEMA reimbursement, determination of physical security, safety & resilience improvements; more fully described in a communication from Justin Kates placed on file at the April 11, 2016 Human Affairs Committee meeting.

\*Funding of this project is subject to the receipt of program income during the fiscal year as well as the CDBG planning/admin cap.

**14. Contingency - \$5,000**

Reserve funds that may be applied to any of the activities described herein for unforeseen costs; or other eligible urgent community needs as requested through the Board of Aldermen.

*That* all open and active CDBG activities from previous Action Plans be carried forward and entered in the FY17 Action Plan as applicable; and

*That* the following HOME activities be carried out with an estimated annual grant of \$289,197 and reprogrammed funds from FY15 Administration in the amount of 4,868.79, for a total of \$294,065.79:

**1. HOME Grant Administration - \$28,920**

Administration of the HOME Program by the Urban Programs Department, including determining eligibility, technical assistance to participants, compliance with program regulations, underwriting, preparation and review of construction specifications, environmental review, long-term monitoring and reporting to HUD.

**2. Community Housing Development Organization (CHDO) Reserve - \$43,379.55**

Mandatory set aside, equal to 15% of the annual grant, for specific activities to be undertaken by a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, capacity and experience as it relates to the project they are developing.

3. Affordable Housing Development - \$221,766.24

Acquisition, rehabilitation and /or conversion of residential and/or non-residential buildings to create affordable rental and/or home-owner housing, occupied by HOME-eligible households. Projects may be developed by non-profit, for-profit or public entities.



**PENNICHUCK CORPORATION**  
**25 Manchester Street**  
**Merrimack, New Hampshire 03054**

**NOTICE OF ANNUAL MEETING OF SOLE SHAREHOLDER**  
**To be Held on May 7, 2016**

To the City of Nashua, New Hampshire, in its capacity as the Sole Shareholder of Pennichuck Corporation:

In accordance with the By-Laws of Pennichuck Corporation and applicable laws, Pennichuck Corporation hereby provides notice that you are cordially invited to attend the Annual Meeting of Sole Shareholder of Pennichuck Corporation. The City of Nashua, New Hampshire, is the Sole Shareholder of Pennichuck Corporation.

The Annual Meeting will be held at the Courtyard Marriott, 2200 Southwood Drive, Nashua, New Hampshire, on Saturday, May 7, 2016 at 9:00 a.m., for the following purpose:

1. To elect four directors, each for a three-year term, and until their successors are elected and qualified.

To facilitate the City's review of the matters to be addressed at the Annual Meeting, the Pennichuck Corporation Board of Directors have approved the delivery of the Proxy Statement attached to this Notice.

By Order of the Board of Directors,

LARRY D. GOODHUE  
*Chief Executive Officer*

Merrimack, New Hampshire  
March 29, 2016



# Jim Donchess

Mayor • City of Nashua

To: Board of Aldermen

From: Jim Donchess

Date: 4/21/16

Re: Contract Award for Auditing Services

Pursuant to NRO § 5-74 (B), which states that a contract that extends from the current fiscal year into succeeding fiscal year(s) in which no funds have been appropriated nor otherwise designated for this purpose shall be approved by the full Board of Aldermen before the contract shall become binding on the City.

The Finance Committee approved the award of the below referenced contract at their April 6, 2016 meeting. I am requesting the concurrence and approval of the full Board of Aldermen for the award of the following contract:

Contract Award for Auditing Services – Attached please find Purchasing Manager's Memo # 16-120 regarding this contract. This is a two (2) year contract.



# THE CITY OF NASHUA

*Financial Services*

*Purchasing Department*

*"The Gate City"*

March 31, 2016

Memo #16-120

TO: MAYOR DONCHESS  
FINANCE COMMITTEE

SUBJECT: CONTRACT AWARD FOR AUDITING SERVICES – FY2017 (VALUE: \$116,500)  
DEPARTMENT: 126 FINANCIAL SERVICES; FUND: GENERAL FUND OPERATING  
BUDGET; ACCOUNTING CLASSIFICATION 53 PROFESSIONAL AND TECHNICAL  
SERVICES (\$87,375)  
DEPARTMENT: 168 SOLID WASTE; FUND: SOLID WASTE; ACCOUNTING  
CLASSIFICATION 53 PROFESSIONAL AND TECHNICAL SERVICES (\$11,650)  
DEPARTMENT: 169 WASTE WATER; FUND: WASTE WATER; ACCOUNTING  
CLASSIFICATION 53 PROFESSIONAL AND TECHNICAL SERVICES (\$17,050)

The Financial Services Division is seeking approval to extend the existing contract with Melanson Heath & Company for services to audit the City's general-purpose financial statements and schedules. Attached to this communication is a memo from CFO John Griffin and Accounting Manager Rosemarie Evans supporting the proposal to extend the contract.

We are seeking your approval to extend the contract for one year (FY16) with an option to renew for an additional year (FY17) pursuant to NRO § 5-84 (A) (7), "Purchases under extensions of contracts when no price increase exceeds 10% per year".

The award is contingent pursuant to NRO § 5-74 (B) which states that a contract that extends from the current fiscal year into succeeding fiscal year(s) in which no funds have been appropriated nor otherwise designated for this purpose shall be approved by the full Board of Aldermen before the contract shall become binding on the City.

The Financial Services Division, Chief Financial Officer, and this Purchasing Department recommend extending the contract in the amount of **\$116,500** with **Melanson Heath & Company of Nashua, NH**.

Respectfully,

*Dan Kookan*  
Purchasing Manager

Cc: J. Griffin R. Evans D. Fredette

## **APPOINTMENTS BY THE MAYOR**

APRIL 26, 2016

### **Art's Commission**

Lindsay Rinaldi (New Appointment)  
705 Belmont Street  
Belmont, MA 02478

For a Term to Expire: April 1, 2018

Roberta "Mitzi" Barrett (New Appointment)  
52 Wood Street  
Nashua, NH 03064

For a Term to Expire: May 1, 2019

Bonnie Guerico (Re-appointment)  
66 Meadow Drive  
Hollis, NH 03049

For a Term to Expire: April 1, 2019

### **Business & Industrial Development Authority (BIDA)**

Kim Reagan (New Appointment)  
30 Temple Street, Suite 400  
Nashua, NH 03060

For a Term to Expire: May 1, 2019

### **Cultural Connections Committee**

Bernadette Melton-Plante (Re-appointment)  
41 Parrish Hill Drive  
Nashua, NH 03063

For a Term to Expire: April 30, 2019

### **Economic Development Director**

Timothy Cummings  
92 Russett Road, #1  
West Roxbury, MA 02132

For a Term to Expire: At the Pleasure of the Mayor

### **Personnel Advisory Board**

Michelle O'Malley (New Appointment)  
13 Gettysburg Drive  
Nashua, NH 03064

For a Term to Expire: May 1, 2017

Shelia J. Kabat (New Appointment)  
5 Oldham Lane  
Nashua, NH 03063

For a Term to Expire: May 1, 2018

Carol Baldwin (New Appointment)  
42 Diamondback Avenue  
Nashua, NH 03062

For a Term to Expire: May 1, 2019

### **Zoning Board of Adjustment**

Mariellen MacKay (Alt. to Full Member)  
9 Webster Street  
Nashua, NH 03064

For a Term to Expire: September 11, 2018

I respectfully request that this appointment be confirmed.

Jim Donchess  
Mayor